



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment

Work Assignment Number

0-1

☒ Original ☐ Amendment Number:

Contract Number
EP-W-10-002

Contract Period

Base ☒

Option Period Number

Title of Work Assignment

Lean Government Support

Contractor

INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☒ Work Assignment Initiation ☐ Work Assignment Close-Out
☐ Work Assignment Amendment ☐ Incremental Funding
☐ Work Plan Approval

Periods of Performance

From: 01/04/10

To: 11/18/10

Comments:

The purpose of this action is to initiate Work Assignment 0-1 and to request a work plan from the contractor.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 6)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period: Cost/Fee LOE
Previously Approved

This Action

Total \$0.00 594

Work Plan / Cost Estimate Approvals

Contractor WP Dated: Cost/Fee: LOE:
Cumulative Approved: Cost/Fee: \$0.00 LOE: 594

Work Assignment Manager Name

MARGARET J. BURNETT

Branch/Mail Code 1804T

Phone Number 202-566-2205

Fax Number 202-566-2211

(Signature)

(Date)

Project Officer Name

CATHERINE J. TURNER

Branch/Mail Code 1805T

Phone Number 202-566-0951

Fax Number 202-566-3001

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code

Phone Number

Fax Number

(Signature)

(Date)

Contracting Official Name

BRADLEY R. AUSTIN

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

(Signature)

(Date)

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Lean Government Suppo

Contract: EP-W-10-002, Work Assignment: 0-1

Summary Information

Title: Lean Government Support
Period of Performance: From: 01/04/10
To: 11/18/10
Award Date: 01/04/10
Total Funding:

Procurement Management Roles

WORK ASSIGNMENT MANAGER:

U.S. E.P.A.
Attn: MARGARET J. BURNETT
1200 PENNSYLVANIA AVE, NW
WASHINGTON, DC 20460

Mail Code: 1804T
Phone Number: 202-566-2205
Fax Number: 202-566-2211
E-Mail Address: burnett.jamie@epa.gov

Attachments

Attachment Name

STATEMENT OF WORK

STATEMENT OF WORK

Contract: EP-W-10-002, Work Assignment: 0-1

Work Assignment SOW

Title: Lean Government Support

Contractor: IEc, Inc.

Contract No.: EP-W-10-002

Work Assignment Number: 0-1 hours

Estimated Period of Performance: Date of issuance to 11/18/10

Estimated Level of Effort: 594

Key EPA Personnel:

Work Assignment COR (WA COR): Jamie Burnett
OPEI/NCEI (1804T)
202 566-2205
202 566-2211 (fax)

Contract Level COR: Cathy Turner
CMG/OPEI (1805T)
202/566-0951
202/566-3001 (fax)

Background and Purpose:

The purpose of this work assignment is to encourage broader scale application of Administrative Lean and Lean Process Improvement, also known as "Lean Government" work to EPA, State environmental agencies, Federal Agencies and local governments, and also to provide system change support for this arena. This work will be done by (1) providing assistance/support for EPA, State, Federal, and local government administrative lean events; (2) providing communication support about administrative lean within EPA, other Federal Agencies, the States, and local governments; and (3) scoping, research and possible development of additional administrative lean tools.

These tools could include the use of lean for: (a) a variety of government processes; (b) policy deployment within a government agency; (c) development of new government programs and processes; (d) examination of the links between administrative lean and lean as an environmental tool; and (f) other tools that may be identified through research.

The U.S. EPA created the National Center for Environmental Innovation to bring creativity to bear on solving pressing environmental problems. The long term goals of the Center are to foster a performance-oriented

STATEMENT OF WORK

Contract: EP-W-10-002, Work Assignment: 0-1

regulatory system, promote environmental stewardship behavior and create a culture of creative problem solving.

Since 2005, the Center has been providing support to, and has been working with, State environmental agencies on the use of business process improvement methods such as Lean and Six Sigma in a new and innovative way to drastically improve permitting and administrative. Within a few months of implementation of the business process method, States drastically reduced permit application backlogs, reduced lead times for permit reviews by more than 50 percent and made more staff time available for "mission critical" work. This was done while improving staff morale and increasing the transparency of the processes to stakeholders, *without* sacrificing environmental protection goals or reducing value-added permit review time.

EPA provided additional support to the States and EPA to broaden the innovative use of Lean and Six Sigma, by developing two documents. In 2006: "Working Smart for Environmental Protection -- Improving State Agency Processes with lean and Six Sigma," also known as "The Lean Primer," was completed. This document provides basic information about using business process improvement methods such as Lean and Six Sigma to improve government permitting and administrative processes.

In 2007, "Lean in Government - A Practical Guide to Implementing Successful Lean initiatives at Environmental Agencies," also known as "The Lean Starter Kit," was developed and updated in 2008. This document builds on ideas presented in "The Primer" and contains practical tools, resources and tips.

Both documents are posted on the EPA lean web site and have been distributed to all EPA SES managers, State Environmental Commissioners, many other federal agencies and . They have been used by many States, EPA offices and other federal offices.

EPA provides a wealth of information about lean government on the EPA lean web site, including EPA and state case studies, Lean Fact Sheet, Lean in Air Permitting Guide, and many other resources.

This work assignment does not duplicate tasks in any existing work assignments.

The WA COR is authorized to provide technical direction under this work assignment.

Quality Assurance (QA) Requirements

Check ☐ Yes or ☒ NO, if the following statement is true or false. The Contractor shall submit a written Quality Assurance Project Plan for any project that is developing environmental measurements or a Quality Assurance Supplement to the Quality Management Plan for any project which generates environmental data using models with their technical proposal.

Work Assignment CORs will provide additional information here, if **Yes** is checked above

Tasks and Deliverables:

The WA COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the WA COR's comments.

Contractor personnel shall at all times identify themselves as Contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the Contractor shall not engage in inherently governmental activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead.

STATEMENT OF WORK

Contract: EP-W-10-002, Work Assignment: 0-1

Task 1 - Prepare Workplan

The contractor shall prepare workplan within 15 calendar days of receipt of a work assignment signed by the Contracting Officer. The workplan shall outline, describe and include the technical approach, resources, timeline and due dates for deliverables, a detailed cost estimate by task and a staffing plan. The WA COR, Contract Level COR and the CO will review the workplan. However, only the CO can approve/disapprove the workplan. The contractor shall prepare a revised workplan incorporating the Contracting Officer's comments, if required.

1a. Workplan within 15 calendar days of receipt of work assignment.

1b. Revised workplan within 3 calendar days of receipt of comments from the Contracting Officer, if required.

Task 2 - Assistance/Support for EPA, Federal, State and local Administrative Lean Events

[Section, Para(s) 4: Encouraging broad-scale application of innovations, page(s) 1-12 through 1-13 SOW]

The contractor shall perform research, analysis, scoping, mentoring, coaching, teaching and facilitating best practices, methods and techniques for EPA, Federal Agency, State and local administrative lean events. This includes pre-event, event work and follow-up implementation work.

This shall include:

- Scoping for possible events, including WEB research, phone conversations with possible event leaders and participants, writing short descriptions of possible events,
- Event meeting support, including attending meetings, taking notes, providing facilitation, writing short summaries of meetings, providing facilitation
- Support of an EPA Lean Government lean network, including, but not limited to, WEB research, and meeting facilitation,
- Support of a Federal Lean Government network, including, but not limited to, WEB research, and meeting facilitation,
- Development and support of an EPA/Federal/State/local administrative lean network, including, but not limited to, WEB research, and meeting facilitation,
- Includes, but not limited to, PowerPoint and other presentations materials, as needed.

Deliverables and schedule under Task 2.

2a. Initial Draft list of possible events within 30 days of completion of Task 1.

2b. Initial draft list of existing or potential international, federal, state, local government networks using administrative lean tool within 45 days of completion of task 1.

Task 3 - Communication Support

[Section, Para(s) 4: Encouraging broad-scale application of innovations, page(s) 1-12 through 1-13 SOW]

The contractor shall provide communication support for EPA, Federal, State and local Lean government events and activity. This includes pre-event, event work and follow-up implementation work.

This shall include:

- Research and assist in development and revision of "communication message" for EPA lean

STATEMENT OF WORK

Contract: EP-W-10-002, Work Assignment: 0-1

- government, including, but not limited to, fact sheet, banner or booth materials,
- EPA administrative lean website support: re-organize and keep up to date existing materials on the website, as needed; identify and link key Lean resources from State, Federal, local government or other resources; provide links for newly developed Lean resources,
- Attending and assisting with the preparation of materials for the presentation at meetings, including, but not limited to, meetings of the Federal Lean Network, one on one meetings with Federal or State or local agencies, larger meetings such as, the 2010 EPA Innovation Symposium and the 2010 AME meeting,
- Meetings with EPA, State and/or Federal Agency and/or local government representatives,
- Includes, but not limited to, PowerPoint and other presentations materials, as needed.

Deliverables and schedule under Task 3

3a. Draft “communication message” within 30 days of Task 1.

3b. Draft of other outreach materials within 30 days of Task 1.

Task 4 - Administrative Lean Tool Development

[Section, Para(s) 4: Encouraging broad-scale application of innovations, page(s) 1-12 through 1-13 SOW]

The contractor shall scope, research and develop additional administrative lean tools.

These tools could include the use of administrative lean for: (a) a variety of government processes other than air permitting; (b) policy deployment within a government agency; (c) development of new government programs and processes; (c) examination of the links between administrative lean and lean as an environmental tool; and (f) other tools that may be identified through research.

The contractor shall:

- Develop a draft list of tools, which could include, but is not limited to:
 - case studies of EPA/Federal/State/local government administrative lean process events,
 - supplemental tool guides on topics such as, Lean and Green Office, 5S Visual Deployment, new government programs and processes, Lean Government Leadership Training
 - Other tools that may be identified through research.
- Develop draft tools
- Update, as needed, the “Working Smart for Environmental Protection - Improving State Agency Processes with Lean and Six Sigma,” also known as “The Lean Primer,”
- Update, as needed, “Lean in Government - A Practical Guide to Implementing Successful Lean initiatives at Environmental Agencies” also known as “The Lean Starter Kit.”
- Update, as needed, “Lean Government Metrics Guide,”
- This task shall include but is not limited to the development of “one pagers” and short “white papers,” draft tools, final tools, PowerPoint and other presentation materials.

Deliverables and schedule under Task 4

4a. Initial draft list of tools within 30 days of Task 1.

4b. Initial draft outline of tools within 30 days of tool identification by WA COR.

Summary of Deliverables and Dates:

1a. Workplan within 15 calendar days of receipt of work assignment.

1b. Revised workplan within 5 calendar days of receipt of comments from the, if required.

STATEMENT OF WORK

Contract: EP-W-10-002, Work Assignment: 0-1

- 2a. Initial Draft list of possible events within 30 days of completion of Task 1.
- 2b. Initial draft list of existing or potential international, federal, state, local government networks using administrative lean tool within 45 days of completion of task 1.
- 3a. Draft "communication message" within 30 days of Task 1.
- 3b. Draft of other outreach materials within 30 days of Task 1.
- 4a. Initial draft list of tools within 30 days of Task 1.
- 4b. Initial draft outline of tools within 30 days of tool identification by WA COR.



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment

Work Assignment Number

0-1

☐ Original ☒ Amendment Number: 1

Contract Number
EP-W-10-002

Contract Period
Base ☒ Option Period Number

Title of Work Assignment
Lean Government Support

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☐ Work Assignment Initiation ☐ Work Assignment Close-Out
☒ Work Assignment Amendment ☐ Incremental Funding
☒ Work Plan Approval

Periods of Performance
From: 01/04/10 To: 11/18/10

Comments:

The purpose of this amendment is to approve the contractor's work plan dated January 14th, 2010.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 5)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period:	Cost/Fee	LOE
Previously Approved	\$0.00	594
This Action	\$60,575.83	0
Total	\$60,575.83	594

Work Plan / Cost Estimate Approvals

Contractor WP Dated: 01/14/10	Cost/Fee: \$60,575.83	LOE: 594
Cumulative Approved:	Cost/Fee: \$60,575.83	LOE: 594

Work Assignment Manager Name
MARGARET J. BURNETT

Branch/Mail Code 1804T
Phone Number 202-566-2205
Fax Number 202-566-2211

(Signature) (Date)

Project Officer Name
CATHERINE J. TURNER

Branch/Mail Code 1805T
Phone Number 202-566-0951
Fax Number 202-566-3001

(Signature) (Date)

Other Agency Official Name

Branch/Mail Code
Phone Number
Fax Number

(Signature) (Date)

Contracting Official Name
DENNIS J. BUSHTA

D J Bushta 2/24/10

Branch/Mail Code 3803R
Phone Number 202-564-5574
Fax Number 202-565-2560

(Signature) (Date)

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Lean Government Support

Contract: EP-W-10-002, Work Assignment: 0-1, Amendment: 0001

Summary Information

Title: Lean Government Support
Period of Performance: From: 01/04/10
To: 11/18/10
Award Date: 01/04/10
Total Funding:

WA Totals

The following item(s) have been added:

Category	POP	Amount
Estimated Cost	Base Pd.	(b)(4)
Fixed Fee	Base Pd.	



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment

Work Assignment Number
0-1

☐ Original ☒ Amendment Number: 2

Contract Number
EP-W-10-002

Contract Period
Base X

Option Period Number

Title of Work Assignment
Lean Government Support

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☐ Work Assignment Initiation ☐ Work Assignment Close-Out
☒ Work Assignment Amendment ☐ Incremental Funding
☐ Work Plan Approval

Periods of Performance
From: 01/04/10 To: 11/18/10

Comments:

The purpose of this amendment is to request a new work plan in reference to the additional work required under Task's 3 and 4.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 6)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period:	Cost/Fee	LOE
Previously Approved	\$60,575.83	594
This Action	\$0.00	205
Total	\$60,575.83	799

Work Plan / Cost Estimate Approvals

Contractor WP Dated:	Cost/Fee:	LOE:
Cumulative Approved:	Cost/Fee: \$60,575.83	LOE: 799

Work Assignment Manager Name

MARGARET J. BURNETT

(Signature)

(Date)

Branch/Mail Code 1804T

Phone Number 202-566-2205

Fax Number 202-566-2211

Project Officer Name

CATHERINE J. TURNER

(Signature)

(Date)

Branch/Mail Code 1805T

Phone Number 202-566-0951

Fax Number 202-566-3001

Other Agency Official Name

Branch/Mail Code

Phone Number

Fax Number

(Signature)

(Date)

Contracting Official Name

BRADLEY R. AUSTIN

(Signature)

(Date)

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Additional Work Under Task's 3 & 4

Contract: EP-W-10-002, Work Assignment: 0-1, Amendment: 0002

Additional Work Under Task's 3 and 4

According to the EPA/ECOS (Environmental Council of State) Lean Government Memorandum of Understanding, which was effective on March 24th, 2010, additional work is required under Task's 3 and 4 to include; additional meetings between EPA and ECO and reports from those meetings, the development of new draft lean government tools such as an update of "The Lean Starter Kit" and a final version of the "Lean Leadership: Essential Steps for Learning and Managing Process Excellence," which will be included in the "The Lean Starter Kit."



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment Number

0-1

Work Assignment

☐ Original ☒ Amendment Number: 3

Contract Number
EP-W-10-002

Contract Period
Base ☒ Option Period Number

Title of Work Assignment
Lean Government Support

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☐ Work Assignment Initiation ☐ Work Assignment Close-Out
☒ Work Assignment Amendment ☐ Incremental Funding
☒ Work Plan Approval

Periods of Performance
From: 01/04/10 To: 11/18/10

Comments:

The purpose of this amendment is to approve the Contractor's Work Plan dated May 11, 2010.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 6)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period: Cost/Fee LOE
Previously Approved \$60,575.83 799

This Action \$19,978.49 (15)

Total \$80,554.32 784

Work Plan / Cost Estimate Approvals

Contractor WP Dated : 05/11/10 Cost/Fee: \$80,554.32 LOE: 784

Cumulative Approved: Cost/Fee: \$80,554.32 LOE: 784

Work Assignment Manager Name

MARGARET J. BURNETT

Branch/Mail Code 1804T

Phone Number 202-566-2205

Fax Number 202-566-2211

(Signature)

(Date)

Project Officer Name

CATHERINE J. TURNER

Branch/Mail Code 1805T

Phone Number 202-566-0951

Fax Number 202-566-3001

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code

Phone Number

Fax Number

(Signature)

(Date)

Contracting Official Name

BRADLEY R. AUSTIN

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

(Signature)

(Date)

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Lean Government Support

Contract: EP-W-10-002, Work Assignment: 0-1, Amendment: 0003

Summary Information

Title: Lean Government Support
Period of Performance: From: 01/04/10
To: 11/18/10
Award Date: 01/04/10
Total Funding:

Procurement Management Roles

The following item(s) have been modified:

CONTRACT SPECIALIST:

U.S. E.P.A.
Attn: HILLARY A. MARSHALL
1200 PENNSYLVANIA AVE, NW
WASHINGTON, DC 20460

Date Role Ended: 06/07/10

Mail Code: 3803R
Phone Number: 202-564-3099
Fax Number:
E-Mail Address: marshall.hillary@epa.gov

The following item(s) have been added:

CONTRACT SPECIALIST:

U.S. E.P.A.
Attn: NNEENNA C. NJOKU
1200 PENNSYLVANIA AVE, NW
WASHINGTON, DC 20460

Mail Code: 3801R
Phone Number: 202-564-6237
Fax Number:
E-Mail Address: njoku.nnenma@epa.gov

WA Totals

The following item(s) have been modified:

Category	POP	From	By	To
Estimated Cost	Base Pd.	(b)(4)		
Fixed Fee	Base Pd.			

WA Classification

The following changes have occurred:

The Labor Hour Ceiling has changed from 799 to 784.

Unit States Environmental Protection Agency
Washington, DC 20460

Work Assignment Number

0-1

Work Assignment☐ Original ☒ Amendment Number 4Contract Number
EP-W-10-002

Contract Period

Base ☒

Option Period Number

Title of Work Assignment

Lean Government Support

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☐ Work Assignment Initiation ☐ Work Assignment Close-Out
☒ Work Assignment Amendment ☐ Incremental Funding
☐ Work Plan Approval

Periods of Performance

From: 01/04/10

To: 11/18/10

Comments:

The purpose of this amendment is to add 151 hours to Tasks 1, 3, and 4 for the completion of work under this Work Assignment. There are no additional changes to the Statement of Work. Please provide a revised budget for this amendment.

☐ Superfund**Accounting and Appropriations Data**☒ Non-Superfund

Line	DC (Max 6)	Budget/FYs (Max 4)	Appropriation Code (Max 6)	Budget Org/Code (Max 7)	Program Element (Max 9)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period:

Cost/Fee

LOE

Previously Approved

\$80,554.32

784

This Action

\$0.00

151

Total:

\$80,554.32

935

Work Plan / Cost Estimate Approvals

Contractor WP Dated :

Cost/Fee:

LOE: 935

Cumulative Approved:

Cost/Fee: \$80,554.32

LOE: 935

Work Assignment Manager Name

MARGARET J. BURNETT

Branch/Mail Code 1804T

Phone Number 202-566-2205

Fax Number 202-566-2211

(Signature)

(Date)

Project Officer Name

CATHERINE J. TURNER

Branch/Mail Code 1805T

Phone Number 202-566-0951

Fax Number 202-566-3001

(Signature)

(Date)

Other Agency Official Name

Branch/Mail Code

Phone Number

Fax Number

(Signature)

(Date)

Contracting Official Name

BRADLEY R. AUSTIN

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

(Signature)

(Date)

Contractor Acknowledgment of Receipt and Approval of Workplan (Signature and Title)

Date

Lean Government Support

Contract: EP-W-10-002, Work Assignment: 0-1, Amendment: 0004

Summary Information

Title: Lean Government Support
Period of Performance: From: 01/04/10
To: 11/18/10
Award Date: 01/04/10
Total Funding:

WA Classification

The following changes have occurred:

The Labor Hour Ceiling has changed from 784 to 935.



United States Environmental Protection Agency
Washington, DC 20460

Work Assignment

Work Assignment Number
0-1

☐ Original ☒ Amendment Number: 5

Contract Number
EP-W-10-002

Contract Period
Base ☒ Option Period Number

Title of Work Assignment
Lean Government Support

Contractor
INDUSTRIAL ECONOMICS INC.

Specify Section and Paragraph of Contract SOW

Purpose: ☐ Work Assignment Initiation ☐ Work Assignment Close-Out
☒ Work Assignment Amendment ☐ Incremental Funding
☒ Work Plan Approval

Periods of Performance
From: 01/04/10 To: 11/18/10

Comments:

The purpose of this amendment is to approve the Contractor's revised Workplan dated July 27, 2010.

☐ Superfund

Accounting and Appropriations Data

☒ Non-Superfund

Line	DC (Max 5)	Budget/FYs (Max 4)	Appropriation Code (Max 5)	Budget Org/Code (Max 7)	Program Element (Max 5)	Object Class	Amount	(Dollars)	(Cents)	Site/Project (Max 8)	Cost Org/Code (Max 7)
1											
2											
3											
4											
5											

Authorized Work Assignment Ceiling

Contract Period:	Cost/Fee	LOE
Previously Approved	\$80,554.32	935
This Action	\$10,997.32	(56)
Total	\$91,551.64	879

Work Plan / Cost Estimate Approvals

Contractor WP Dated: 07/27/10	Cost/Fee: \$91,554.64	LOE: 879
Cumulative Approved:	Cost/Fee: \$91,551.64	LOE: 879

Work Assignment Manager Name

MARGARET J. BURNETT

(Signature)

(Date)

Branch/Mail Code 1804T

Phone Number 202-566-2205

Fax Number 202-566-2211

Project Officer Name

CATHERINE J. TURNER

(Signature)

(Date)

Branch/Mail Code 1805T

Phone Number 202-566-0951

Fax Number 202-566-3001

Other Agency Official Name

(Signature)

(Date)

Branch/Mail Code

Phone Number

Fax Number

Contracting Official Name

BRADLEY R. AUSTIN

(Signature)

(Date)

Branch/Mail Code 3803R

Phone Number 202-564-5574

Fax Number 202-565-2560

Contractor Acknowledgement of Receipt and Approval of Workplan (Signature and Title)

Date

Lean Government Support

Contract: EP-W-10-002, Work Assignment: 0-1, Amendment: 0005

Summary Information

Title: Lean Government Support
Period of Performance: From: 01/04/10
To: 11/18/10
Award Date: 01/04/10
Total Funding:

WA Totals

The following item(s) have been modified:

Category	POP	From	By	To
Estimated Cost	Base Pd.	(b)(4)		
Fixed Fee	Base Pd.			

WA Classification

The following changes have occurred:

The Labor Hour Ceiling has changed from 935 to 879.